**MBA Recommendation Letter From supervisor**

**horizontal line**

**[Your Name]  
[Your Title]  
[Company Name]  
[Company Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]**

**Admissions Committee  
[University Name]  
[School Address]  
[City, State, ZIP Code]**

**Dear Members of the Admissions Committee,**

**I am writing to enthusiastically recommend [Candidate’s Name] for admission into your esteemed MBA program. As [his/her/their] direct supervisor at [Company Name], I have worked closely with [Candidate’s Name] for over four years and have witnessed [his/her/their] exceptional growth, professionalism, and leadership.**

**[Candidate’s Name] consistently demonstrates a unique combination of leadership, strategic thinking, and a collaborative spirit. For example, [he/she/they] led a cross-functional team to successfully launch a new product line that exceeded sales forecasts by 25%. This accomplishment was a direct result of [Candidate’s Name]’s ability to motivate the team and maintain focus on key business goals.**

**Moreover, [Candidate’s Name] is dedicated to continuous learning and improvement. [His/Her/Their] decision to pursue an MBA reflects [his/her/their] commitment to gaining the skills and knowledge necessary to excel in higher leadership roles. I am confident that [he/she/they] will bring valuable perspectives to your program and will excel academically.**

**I highly recommend [Candidate’s Name] for your MBA program without reservation. If you have any further questions, please don’t hesitate to reach out to me.**

**Sincerely,  
[Your Name]  
[Your Title]  
[Company Name]**